



# OCIO Policy Directives

## PD 30-116, PD 32-101, & PD 32-109

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# Scope

- I. Many OCIO activities are governed by policies inherited from NOAA & DOC – No separate NMFS policy in PDS
- II. OCIO Policies that impact or are of interest to the entire NMFS user base
  - 30-116: Accepting Email Comments
  - 32-101: Personal Use of Government Computers
  - 32-109: Video Conferencing
- III. Other Policies address issues unique to the OCIO
  - Network server deployment, Change Control Board, FISMA & IT security, etc.

# Policy Objectives

- Inform users of proper means to access and utilize NMFS supplied Information Technology (IT)
- Ensure consistency in the application of IT resources enterprise wide
- Maximize operational availability of IT resources
- Ensure that security is not compromised through the use of IT resources
- Ensure conformance with NOAA & DOC policies

# 30-116: Accepting Email Comments

- Email comments on NMFS rules are no longer invited
  - All electronic comments on rules documents published in the Federal Register (FR) must be submitted via Regulations.gov portal to the government wide E-Rulemaking application (part E-Gov Act of 2002)
- Regulations.gov portal can be used for collection of comments on non-rule FR documents as well
- Separate email box may be established for collection of comments on non-rule FR documents
  - Notice writer's discretion
  - Create separate mailbox for each notice or general mailbox for multiples
- Policy updated to reflect Google Mail attributes
  - Size is no longer significant factor
  - Mailbox must be closed as soon as comment period ends



# 32-101: Personal Use of Government Computers

- NMFS policy follows NOAA's policy on "Information Technology System: Rules of Behavior"
- All users must complete annual IT Security Awareness Training
- All users must comply with NOAA & DOC Ethics guidelines
- NMFS personnel are allowed to use government-owned IT resources for limited personal use
  - Use during non-duty hours
  - Policy describes activities specifically not permitted on government-owned IT resources

# 32-109: Video Conferencing

- The CIO has agency-wide oversight of the NMFS Video Conferencing Network
- Describes need for coordination between conferencing sites
  - Responsibility lies with conference Chair
- All bridge conferences are scheduled through the HQ Help Desk
  - Point-to-point calls can be scheduled locally
- Computer – video interface capability is available
- *Weekly F-call – best example of policy's implementation*

# Questions ??

